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MEMORANDUM FOR: Deputy Director (Administration)

SUBJECT: Increase in the Office of Communications' Personnel Ceiling

1. During the first ten months of FY-1954, the total volume of cable traffic handled in the Washington Signal Center increased about 4% over the same period of FY-1953. However, during the comparative periods high precedence traffic increased 16% in FY-1954. Notable is the fact that this increase did not include the exceptionally heavy volume of traffic resulting from Project PRSUCCESS, which occurred during May and June of this year, and increased priority traffic for those months over 1,000%.

2. In the processing of routine and deferred cable traffic, the workload can be distributed evenly over a relatively broad period without impairing operations. This is not true of high precedence traffic which must be processed within the shortest time possible.

3. The operational incidents causing the increase in high precedence traffic also causes abnormal peak volumes of this type traffic which, with the present staff of the Signal Center, cannot be processed within the acceptable time limit. To alleviate this situation, it is requested that the personnel ceiling of the Office of Communications be increased by nine positions to allow employment of four GS-6 and five GS-5 code clerks.

4. By virtue of savings made elsewhere within the Office of Communications, funds for the above nine positions are available within the approved FY-1955 operating budget for this Office.

5. It should be understood that the above increase is not an attempt to staff the Signal Center to meet the unusual conditions prevalent last May and June. The answer to this problem, which necessitates practically doubling the Signal Center's strength over night, is currently being studied.

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By: 2/3

Assistant Director for Communications

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